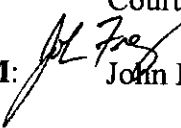


**FAIRFAX COUNTY**  
**CIRCUIT COURT & RECORDS**

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**TO:** Court Users

**Date:** April 16, 2003

**FROM:**  John Frey, Clerk

**SUBJECT:** Reduced Hours- Circuit Court

The Board of Supervisors is facing many difficult decisions over the next couple of weeks, as they complete next year's budget. As many of you know, the Clerk's office has experienced a number of budgetary reductions over the last year. On the state level, the Governor and the General Assembly have diverted the technology trust fund, for the second year in a row. This represents a loss of approximately \$1 million to the Clerk's office.

On the county side, the Clerk's office was cut approximately 2 1/2 % in the current fiscal year. In preparation of the budget for 2004 the County Executive directed us to cut another 5% for the fiscal year beginning in July. Several weeks ago, we were instructed by the County Executive to target an additional 2% reduction. This is a loss of almost 10% from an already conservative budget. I have identified areas causing the least detrimental impact to the agency. Filled positions will remain in tact, however, reductions in overtime and temporary help and freezing of certain vacant positions is possible.

If the Board of Supervisors adopts these targeted reductions, I anticipate having to reduce the number of hours the Clerk's office is open to the public. Court related counters would be open 2 hours less each day. The recording line in land records would have to close at 2:00 p.m.

The Board of Supervisors will adopt the finalized budget by April 28, 2003. I have tried to emphasize to the Board of Supervisors and the County Executive the negative impact these cuts will have on the legal, title and real estate industries. Once the Board of Supervisors have made their final decisions, you will be notified of any changes that will take effect July 1, 2003.